



# OPEN STATEWIDE ASSOCIATE TOXICOLOGIST DEPARTMENT OF TOXIC SUBSTANCES CONTROL



CALIFORNIA STATE GOVERNMENT-AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER-OFFERING EQUAL EMPLOYMENT OPPORTUNITY TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE, OR SEXUAL ORIENTATION. IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE STATE WORKPLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE, AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS.

**CONTINUOUS TESTING:** Testing is considered continuous as dates can be set at any time. The testing office will accept applications continuously and will notify and test applicants as needs warrant.

**WHO SHOULD APPLY:** Persons who meet the minimum qualifications as stated below.

**NO WRITTEN TEST IS REQUIRED:** This entire examination will consist of a structured qualifications appraisal interview. Ordinarily, these are scheduled in Sacramento, Berkeley, Cypress, and Glendale. However, locations of interviews may be changed as conditions warrant.

**HOW AND WHERE TO APPLY:** Applications are available at the address below or on the State Personnel Board web site at <http://forms.spb.ca.gov>. To learn more about the testing arrangements, contact the testing office shown below. Applications personally delivered or received via interoffice mail must be received and stamped by DTSC's Examination Unit no later than CLOSE OF BUSINESS 5:00 p.m. on the final filing date. Applications may be filed in person or by mail with:

Department of Toxic Substances Control  
1001 "I" Street, P.O. Box 806  
Sacramento, CA 95812-0806  
(916) 323-2679 CALNET 8-473-2679

## DO NOT SUBMIT APPLICATIONS TO THE STATE PERSONNEL BOARD

**SALARY RANGE:** Range A \$4516 – \$5448                      Range B \$4960 - \$5984

**SPECIAL TESTING INFORMATION:** If you have a disability and need special testing arrangements, mark the appropriate box in Part 2 of the "Application for Examination." You will be contacted to make specific arrangements.

**CROSS FILING INFORMATION:** If you meet the entrance requirements for this class and for Staff Toxicologist you may file for both examinations on the same application.

**RANGE A:** This range applies to employees who do not meet the criteria for Range B.

**RANGE B:** This range applies to employees who have either:

1. One year experience in the class of Associate Toxicologist or Pesticide Evaluation Toxicologist; or
2. Possession of a doctoral degree and one year of postdoctoral experience in toxicology, biochemistry, pharmacology or a closely related field; or
3. Possession of a Master's Degree in Toxicology, Biochemistry, Pharmacology or a closely related specialty from an accredited college or university or equivalent degree approved by the California Education Code Section 94310(b), and four years of experience past the receipt of the master's degree in designing and managing toxicological studies; interpreting results and translating them to solve human and animal health problems; and conducting hazard assessment or safety evaluations.
4. Certification as a Diplomate of the American Board of Toxicology, and one year of professional experience after certification as a Diplomate of the American Board of Toxicology in conducting and/or evaluating chemical toxicology studies. This experience must have included consultation on, and interpretation of, toxicological findings relative to probable health hazards and work in a least one of the following areas: exposure assessment, risk assessment, acute toxicity, subchronic toxicity, oncogenicity, development toxicity, neurotoxicity, reproductive toxicity, or genotoxicity.

**THE POSITION:** This is the entry and full journey level of the series. Under direction, advises on the toxicological properties of chemicals for the purpose of advising on health and/or environmental problems; interprets and evaluates the less specialized experimental study results in terms of toxicological properties and hazards; evaluates, advises and consults on the adequacy of toxicological data submitted by other organizations; advises on precautionary labeling for hazardous chemicals and products; may testify as an expert witness in hearings and court procedures; may serve in a lead capacity over other scientific and technical staff; and prepares reports and scientific papers for publication.

Position(s) exist with the Department of Toxic Substances Control.

**REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION:** It is your responsibility to make sure you meet the education and/or experience requirements stated below.

**NOTE:** Applicants must meet the education and/or experience for this examination by the final filing date. All applications/resumes must include to and from dates (month/day/year), time base, and civil service class titles. Applications received without this information will be rejected. Applications/resumes must contain the following information on all related college courses completed: title, semester or quarter credits, name of institution, and completion dates. Accepted applicants are required to bring either a photo identification card or two forms of signed identification to each phase of the examination.

Qualifying experience may be combined on a proportionate basis if the requirements stated below include more than one pattern and are distinguished as "Either" I, "or" II, "or" III, etc. For example, candidates possessing qualifying experience amounting to 50 percent of the required time of Pattern I, and additional experience amounting to 50 percent of the required time of Pattern II, may be admitted to an examination meeting 100 percent of the overall experience requirement.

## MINIMUM QUALIFICATIONS:

### EITHER I

Possession of a Doctoral Degree in Toxicology, Biochemistry, Pharmacology or a closely related specialty.

**ASSOCIATE STAFF TOXICOLOGIST  
CONTINUOUS TESTING  
EXAM CODE: 6TWAT**

**BULLETIN RELEASE DATE: OCTOBER 27, 2006  
SCHEMATIC CODE: TC56 CLASS CODE: 7941**

**OR II**

Three years of experience past the receipt of the Master's Degree in designing and managing toxicological studies, interpreting results, and conducting hazard assessment or safety evaluation. **AND** Possession of a Master's Degree in Toxicology, Biochemistry, Pharmacology or a closely related specialty from an accredited college or university or equivalent degree approved by the California Superintendent of Public Instruction under the provisions of California Education Code Section 94310(b).

**OR III**

Certification as a Diplomate of the American Board of Toxicology.

**EXAMINATION INFORMATION:** A candidate may be tested only once during any testing period. The testing periods are January 1 – June 30 and July 1 – December 31. Unsuccessful competitors who do not attain a minimum rating of 70.00% must wait at least 6 months from disqualification before reapplying. Successful competitors establish eligibility for 12 months and are restricted from re-competing during this 12 month eligibility period. This examination will consist of a structured qualifications appraisal interview. Candidates will be allowed time prior to the interview to prepare a response(s) to a problem(s) which will be presented to the interview panel. In order to obtain a position on the eligible list, a minimum rating of 70.00% must be attained in the interview.

**QUALIFICATIONS APPRAISAL INTERVIEW - WEIGHTED 100.00%**

**SCOPE:** In addition to evaluating the competitor's relative abilities as demonstrated by quality and breadth of experience, emphasis in the examining interview will be on measuring competitively; relative to job demands, each competitor's:

**A. KNOWLEDGE OF:**

1. General principles of toxicology, with emphasis in environmental and occupational health concerns.
2. Laboratory and testing procedures for toxicological investigations.
3. Principles and procedures of risk assessment.
4. Provisions of laws, rules, and regulations pertaining to the use, processing and handling of toxic substances.

**B. ABILITY TO:**

1. Evaluate research studies in the fields of toxicology and pharmacology for application to issues of public health.
2. Work cooperatively with outside agencies and departmental staff.
3. Interpret and apply environmental and public health standards.
4. Communicate effectively.
5. Analyze situations accurately and take effective action.

**VETERANS PREFERENCE** credit will not be granted in this examination since it does not qualify as an entrance examination under the law. **ELIGIBLE LIST INFORMATION:** An eligible list will be established for the Department of Toxic Substances Control. Eligibility expires 12 months after it is established unless the needs of the service and conditions of the list warrant a change in this period.

**GENERAL INFORMATION**

**It is the candidate's responsibility** to contact the \_\_\_\_\_ N/A \_\_\_\_\_, three days prior to the written test date if he/she has not received his/her notice.

**For an examination** without a written feature it is the candidate's responsibility to contact the Department of Toxic Substances Control at (916) 323-2679/CALNET 8-473-2679, three weeks after the final filing date if he/she has not received a progress notice.

**If a candidate's notice** of oral interview or performance test fails to reach him/her prior to the day of the interview due to a verified postal error, he/she will be rescheduled upon written request.

**Applications** are available at State Personnel Board offices and local office of the Employment Development Department.

**If you meet the requirements** stated on the reverse, you may take this examination which is competitive. Possession of the entrance requirement does not assure a place on the eligible list. Your performance in the examination described on the other side of this bulletin will be compared with the performance of the others who take this test, and all candidates who pass will be ranked according to their scores.

**The State Personnel Board** reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service law and rules and all competitors will be notified.

**Examination Locations:** When a written test is part of the examination, it will be given in such places in California as the number of candidates and conditions warrant. Ordinarily, oral interviews are scheduled in Sacramento, Berkeley, Cypress, and Glendale. However, locations of interviews may be limited or extended as conditions warrant.

**Eligible Lists:** Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) subdivisional promotional, 2) departmental promotional, 3) multi departmental promotional, 4) service wide promotional, 5) departmental open, 6) open. When there are two lists of the same kind, the older must be used first. Eligible lists will expire in from one to four years unless otherwise stated on this bulletin.

**General Qualifications:** Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, and ability to work cooperatively with others; and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required. In open examinations, investigation may be made of employment records and personal history and fingerprinting may be required.

**Interview Scope:** If an interview is conducted, in addition to the scope described on the other side of this bulletin, the panel will consider education, experience, personal development, personal traits, and fitness. In appraising experience, more weight will be given to the breadth and recency of pertinent experience and evidence of the candidate's ability to accept and fulfill increasing responsibilities than to the length of his/her experience. Evaluation of a candidate's personal development will include consideration of his/her recognition of his/her own training needs; his/her plans for self-development; and the progress he/she has made in his/her efforts toward self-development.

**Veterans Preference:** California law limits the granting of veterans preference credits to entrance examinations. When credit is granted it is as follows: 10 points for veterans, widows or widowers of veterans, and spouses of 100% disabled veterans; and 15 points for disabled veterans. Directions for applying for veterans preference are on the Veterans Preference Application form which is available from State Personnel Board offices or written test proctors.

**High School Equivalence:** Equivalence to completion of the 12th grade may be demonstrated in any one of the following ways: 1) passing the General Educational Development (GED) Test; 2) completion of 12 semester units of college-level work; 3) certification from the State Department of Education, a local school board, or high school authorities that the candidate is considered to have education equivalent to graduation from high school; or 4) for clerical and accounting classes, substitution of business college work in place of high school on a year-for-year basis.

TDD is Telecommunications Device for the Deaf and is reachable only from phones equipped with a TDD Device.

California Relay Telephone Service for the Deaf or Hearing Impaired: From TDD phones: 1-800-342-5966 From Voice Telephones: 1-800-342-5833  
O (Rev. 8/90)